**Northwest Leon Count Emergency Services District #3**

**September 16, 2024**

1. **Call to Order –** The meeting was called to order by Ryan O’Neal at 7:32.
2. **Roll Call –** All the commissioners were present except Hugo Ellison. A quorum was present.
3. **Consideration, discussion and approval of “Consent Agenda” –** Billy made the motion to approve the “Consent Agenda”. Seconded by Jackie. All were in favor. Motion carried.
4. **Discussion regarding Collections of Jewett EMS, Inc billing -** $44,815.05 was collected in August. The collection rate was 48%.
5. **Discussion of EMS Reports –** Total runs for August was 63. Of which 26 were in Jewett, 10 were in Marquez, 13 were in Normangee, 2 was in Flynn and 12 were Mutual Aid.
6. **Consideration, discussion and approval of matters regarding 911 areas and dispatching in Leon County including expenditures regarding dispatching –** None.
7. **Discussion of Fire Department Reports –** August reports were submitted by the following: Normangee has 0 runs, Jewett had 12 runs, Flynn had 6 runs and Marquez had 3 runs.
8. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** None.
9. **Consideration, discussion and approval of Fire Department requests pursuant to contract –** Flynn, Marquez, Normangee and Jewett submitted requests for $3,000 monthly contract payments for September. Jackie made the motion to approve. Seconded by Duane. All were in favor. Motion carried.
10. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $58,000 for September. Paula Sony for $600 for September. Leon Co Appraisal District for $6,246.00 for 4th Qtr. Normangee Star for $156.75. Billy made the motion to approve. Seconded by Jackie. All were in favor. Motion carried.
11. **Consideration, discussion and approval of Budget Amendments –** Budget amendments need to be made to increase Bank Fees by $41.81 and Appraisal Fees by $6,130.00. Billy made the motion to approve. Seconded by Jackie. All were in favor. Motion carried.
12. **Consideration, discussion and any action to plan for Sales Tax Election to be held by Northwest Leon County ESD #3 in 2025 –** None.
13. **Consideration, discussion and approval of any updates regarding the services of services of Auditor/Accountant in conducting Financial Review/Audit of volunteer fire department(s) including receipts/documentation for expenditures and documentation for deposits –** None.
14. **Consideration, discussion and approval of Budgets for Jewett EMS, Inc. and Volunteer Fire Departments for 2025 –** No action taken.
15. **Consideration, discussion and approval of Contracts for emergency medical services and services by fire departments, including contracts with Jewett EMS, Inc. and Volunteer Fire Departments, including terms of contracts and any amendments and modifications, including performance, reporting, accounting and audit requirements –** Jackie made the motion to approve the contracts for the Volunteer Fire Departments as follows: $36,000 ($3,000 monthly) plus $60,000 Special Requests. And Jewett EMS, Inc at $756,000 ($63,000 monthly). Seconded by Billy. All were in favor. Motion carried.
16. **Announcement that closed meeting (executive session) will be held pursuant to Section 551.071 of the Texas Government Code for consultation with attorney and announcement of time and date. –** 7:38
17. **Closed meeting (executive session) pursuant to Section 551.071 of the Texas Government Code – Consultation with Attorney – Discussion with attorney regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Texas Government Code Section 551 Open Meetings Act; to wit; consideration and discussion and any action regarding matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. -**
18. **Announcement of time and date closed meeting (executive session) for the matter ends and reconvenes in open session to take any action of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. –** 8:32
19. **Consideration and discussion of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. -** None
20. **Discussion of agenda items for next meeting –** Remove item #XV.
21. **Adjournment –** Billy made the motion to adjourn at 8:38. Seconded by Jackie. All were in favor. Motion carried.

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Hugo Ellison – President Ryan O’Neal – Vice President

Jackie Moran – Treasurer Billy Evans – Asst Treasurer

Duane Henry - Commissioner